

BFD-2632-59

25X1A

April 21, 1959

STATOTHR

 Dear Sir:

The following is a detailed explanation of your check in the amount of \$235.40 representing proceeds due for your travel claim for period 18-30 March 1959 after establishing your revolving fund account balance at \$500.00.

18-20 March 1959

Air Transportation	\$ 447.81	
Per Diem - 3 days @ \$12.00	36.00	
Other	<u>12.05</u>	\$ 495.86

22-26 March 1959

Mileage: Steady - Buffalo - Rochester - Buffalo	\$ 51.92	
Per Diem - 4½ days @ \$12.00	54.00	
Other (Tolls - Telephone)	<u>14.27</u>	120.19

27 March 1959

Held to direct route travel--Buffalo -  
Washington, D. C. - Buffalo as follows:

26 March 1959	LV: Buffalo	2255
27 March 1959	AR: Washington, D.C.	0110
27 March 1959	LV: Washington, D.C.	1845
27 March 1959	AR: Buffalo	2310
On leave 28, 29, 30 March 1959		

Transportation	\$ 54.46	
Per Diem - 1 day @ \$12.00	12.00	
Other (Limousine: Airport - Washington, D.C. - Airport)	<u>2.40</u>	68.86

*Total expenses allowable -- 18-30 March 1959		<u>\$ 684.91</u>
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\*This figure is a corrected total. In reexamining your travel claim after the issuance of your check an error in addition in the amount of \$1.70 was discovered. A credit in this amount will be included in your travel claim for the period 31 March - 13 April 1959.

The balance in your revolving fund account as of 30 March 1959 has been established at \$500.00. This amount is arrived at as follows:

6 March 1959 -- Revolving fund account balance	\$ 947.81
Plus Cash reimbursement for travel claim	
18-30 March 1959	<u>235.40</u>
	\$1,183.21
Less credit to revolving fund account for travel	
claim 18-30 March 1959	<u>683.21</u>
Balance in Revolving Fund Account	<u>\$ 500.00</u>

Very truly yours,

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[Signature Box]

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Dist:

0 Addressee

1 Pers file

3 Fin Reading

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DES:cn/DPD/FINAN/21 Apr 11 1959